

Emerald Ash Borer Survey Work Plan – Calendar Year 2012

Cooperator:	Kansas Department of Agriculture		
State:	Kansas		
Project:	Emerald Ash Borer		
Project funding source:	Priority Survey <input type="checkbox"/> State Discretionary Survey <input type="checkbox"/> Other Line Item Pest <input checked="" type="checkbox"/>		
Project Coordinator:	Laurinda Ramonda		
Agreement Number	12-8420-1227-CA		
Contact Information:	Address:	PO Box 19282, Forbes Field, Bldg 282, Topeka, Kansas 66619	
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This Work Plan reflects a cooperative relationship between the Kansas Department of Agriculture (KDA) (the Cooperator) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Plant Protection and Quarantine (PPQ). It outlines the mission-related goals, objectives, and anticipated accomplishments as well as the approach for conducting an Emerald Ash Borer survey and control program and the related roles and responsibilities of the Kansas Department of Agriculture and USDA-APHIS-PPQ as negotiated.

I) OBJECTIVES AND NEED FOR ASSISTANCE

The Emerald Ash Borer (pest of national concern) has been detected in several states in the United States, but is not known to occur in Kansas. Early detection and containment of this pest is of great importance since it can cause the demise of ash trees which is about 5-7% of the tree population in Kansas but can be as high as 20% in some communities. The purpose of the survey will be to identify high risk areas, such as forestry debris dump sites, nursery stock, camping sites, military sites and shade tree plantings.

The need to identify the range of this pest is great and without funding the Kansas Department of Agriculture will be unable to participate in the national trapping survey for the Emerald Ash Borer.

II) RESULTS OR BENEFITS EXPECTED

The Cooperator seeks to conduct a program which is expected to result in:

A. What results or benefits will be derived from the cooperative effort?

1. Early detection and containment of the Emerald Ash Borer, if found.
2. Identification of pathways.
3. Provide the Kansas Department of Agriculture, USDA-APHIS-PPQ, and surrounding states with information regarding the status of this pest.
4. Additional geographic assessment from data gathered.

III) APPROACH

What is the plan of action or approach to the work?

Purple prism traps with Manuka oil and Z-3 Hexanol will be used. Traps will be set mostly at campgrounds where there are ash trees and the introduction of firewood may occur. Lure is good in the field for 60 days. These will need to be replaced once during the flight season depending on when the trap was set. Traps should be checked at least once during the season. A trap inspection for emerald ash borer should be done during lure replacement.

Any suspect emerald ash borer specimens collected will be placed in a vial with 70% ethanol and sent via overnight service to:

Dr. James Zablotny
USDA, APHIS, PPQ
11200 Metro Airport Center Drive, Suite 140
Romulus, MI 48174

High risk sites will be selected on ash density in nurseries, sawmills, landscaped areas, forest debris dump sites, urban areas, forest areas, military sites and recreational camping areas. Most of the trapping will occur in the recreation camping areas.

A. The Cooperator and APHIS Mutually Agree to/that:

- Set traps in high risk locations, mostly at camping areas.
- There will be 200 traps deployed, 100 by KDA and 100 by USDA.
- Share in monitoring, lure changes and removing of traps.
- Split funding as noted in financial plan.

1. What is the quantitative projection of accomplishments to be achieved?

a. By activity or function, what are the anticipated accomplishments by month, quarter or other specified intervals?

1. Fact sheets, webpage, resources and pest reporting will be continually updated as new information becomes available or new pests found.
2. Survey data will be entered into the IPHIS database.
3. Trapping will occur during April 2012 through September 2012 or by degree day model.

b. What criteria will be used to evaluate the project? What are the anticipated results and successes?

1. Pest detection survey completed.
2. All data collected from the pest detection survey will be entered into the IPHIS database.
3. Maps of the pest detection survey activities are produced to aid in planning of future pest detection surveys, pathway risk analysis and outreach activities.
4. State CAPS and KDA meetings to keep updated on issues.

c. What methodology will be used to determine if:

1. Identified needs are met

- Survey completed within timeframe specified.

2. Results and benefits are achieved

- Review of the IPHIS database to ensure that data from the pest detection activities have been entered.
- Review of the survey and accomplishment reports, supporting outreach materials (if applicable), and maps.
- State CAPS, KDA and SPHD, SPRO, PSS, SSC meetings to keep updated on issues.

2. What type of data will be collected and how will it be maintained?

a. Address timelines for collection and recording of data.

- All survey data from cooperative agreements involving pest survey will be entered by the State Survey Coordinator or KDA staff into the IPHIS database to include but not limited to observation number, observation date, agency doing survey, state/county, site, pest, pest status and survey method.

The data entry requirements are:

- Enter new national, state, and county records into the IPHIS database within 48 hours of confirmation of a pest or pathogen identification by a recognized identifier.
- Non-time sensitive records, including negative data, must be entered into IPHIS within 2 weeks of confirmation.
- Negative data should be entered within 2 weeks of decommissioning a trap, obtaining the results from an identifier, or performing a laboratory assay.
- Survey data will be collected with GPS technology for internal pathway analyses. Survey maps will be developed from approved GIS mapping software.

b. How will APHIS be provided access to the data?

- Complete, accurate, and timely pest survey data will be entered into IPHIS using approved protocol and accessible.
- Semi-annual and annual survey reports submitted to Western Region.
- USDA/APHIS/PPQ has access to IPHIS.

B. The Cooperator will:

One hundred traps will be set to include areas based on ash density, camping areas, nurseries, sawmills, landscaped areas, forest debris dump sites, urban areas and forest areas. Increased trapping efforts will be at camping areas.

1. By function, what work is to be accomplished?

- Set 100 traps.
- Change lure in traps every 60 days.
- Check traps at least once during season.
- Start setting traps by middle of April or by degree days, if traps have been received.
- Remove traps by the end of September or depending on degree days.
- Enter data into IPHIS.

2. What resources are required to perform the work?

- KDA staff, vehicle, fuel, GPS units and computers.

3. What numbers and types of personnel will be needed and what will they be doing?

- KDA staff will be setting and checking traps.
- Data acquired will be entered into IPHIS by the State Survey Coordinator or KDA staff.

4. What equipment will be needed to perform the work? Include major items of equipment with a value of \$5,000 or more.

a. What equipment will be provided by the cooperator?

The cooperator will provide GPS units, vehicle and computers.

b. What equipment will be provided by APHIS?

APHIS will provide traps, lure, spreader and hanger.

c. What equipment will be purchased in whole or in part with APHIS funds?

Equipment that will be purchased with APHIS funds will be telescoping poles and parts, if more needed.

d. How will the equipment be used?

The equipment will be used to hang, check, replace lure and remove traps and specimens.

e. What is the proposed method of disposition of the equipment upon termination of the agreement/project?

The equipment will be maintained at KDA for other surveys upon the termination of the agreement/project.

5. Identify information technology equipment, e.g., computers, and their ancillary components.

- GPS units to document locations
- KDA computers with internet to enter data
- Digital cameras

6. What supplies will be needed to perform the work?

- GPS units
- Computers
- Digital cameras
- Telescoping poles
- Traps
- Lures
- Spreaders
- Hangers
- Cleaner with mineral spirits
- Telescoping poles and parts, if more needed
- Histoclear II, if more needed.
- Latex gloves
- Fuel for rental vehicle

a. What supplies will be provided by the Cooperator?

- GPS units
- Computers
- Digital cameras
- Telescoping poles
- Mineral spirit cleaner
- Histoclear II
- Latex gloves

b. What supplies will be provided by APHIS?

- Traps
- Lures

- Spreaders
- Hangers

c. What supplies will be purchased in whole or in part with APHIS funds?

- Telescoping poles, if more needed
- Telescoping pole replacement parts, if needed
- Mineral spirit cleaner, if needed
- Histoclear II, if needed
- Latex gloves, if needed
- Rental vehicle and fuel (shortage of state vehicles)

d. How will the supplies be used?

- Surveying for Emerald Ash Borer

e. What is the proposed method of disposition of the supplies with a cumulative value over \$5,000 upon termination of the agreement/project?

- N/A

7. What procurements will be made in support of the funded project and what is the method of procurement (e.g., lease, purchase)?

- Supplies for support in trapping.
- Most procurements will be made by purchase orders.
- Some procurements will be made by reimbursable personal purchase.

8. What are the travel needs for the project?

a. Is there any local travel to daily work sites? Who is the approving official? What are the methods of payment? Indicate rates and total costs in the Financial Plan.

- Travel will be required to survey sites by use of a rental vehicle or KDA vehicle. A rental vehicle is used because of a shortage of state vehicles.
- The KDA Plant Protection and Weed Control Plant Program Manager is the approving official.
- Payments are by purchase order.
- Some procurements will be made by reimbursable personal purchase.
- Costs are included in the financial plan.

b. What extended or overnight travel will be performed (number of trips, their purpose, and approximate dates). Who is the approving official?

- Lodging and meals may be required for longer distance surveying. Some counties may be too far to return the same day.

- Travel will occur during the trapping season, usually starting in April and ending by October.
- The KDA Plant Protection and Weed Control Plant Program Manager is the approving official.
- Costs are included in the financial plan.

c. What is the method of payment? Indicate rates and total cost in the Financial Plan.

- Payments are done by purchase order.
- Some procurements will be made by reimbursable personal purchase.

9. Reports:

- a. Submit all reports to the APHIS Authorized Department Officer's Designated Representative (ADODR). Reports include:**
1. Narrative accomplishment reports in the frequency and time frame specified in the Notice of Award, Article 4.
 2. Federal Financial Reports, SF-425 (replaces SF-269 October 1, 2009) in the frequency and time frame specified in the Notice of Award, Article 4.

10. Are there any other contributing parties who will be working on the project?

a. List Participating Agency/Institution:

- KDA
- USDA/PPQ/APHIS
- Kansas Forest Service
- Kansas Wildlife and Parks
- Corp of Engineers

b. List all who will work on the project:

- KDA-state staff for trapping
- USDA/APHIS/PPQ
- Kansas Forest Service-foresters
- Kansas Wildlife and Parks-park manager
- Corp of Engineers-park manager

c. Describe the nature of their effort:

- KDA -Trapping, site selection and outreach
- USDA/PPQ/APHIS-trapping, site selection, pest suspect identification and outreach
- Kansas Forest Service-outreach
- Kansas Wildlife and Parks-permission to set traps
- Corp of Engineers-permission to set traps

d. Contribution:

- Site selection

- Outreach
- Trapping
- Permission for trapping on land
- Pest identification

C. APHIS Will:

Place 100 traps throughout Northeast Kansas. Locations will include military installations, race tracks, pallet manufacturers, camping areas, and forest debris dump sites.

1. Outline the Agency's (USDA APHIS PPQ) substantial involvement.

a. Include any significant Agency collaboration and participation

- Provide any new information that becomes available on emerald ash borer and traps and lure.
- Provide outreach materials.
- Provide traps and lure.
- Provide replacement traps and replacement lure.
- Collaboration in trapping
- Provide funds to the Cooperator to cover costs outlined in the Financial Plan.
- Taxonomic support in identification.

b. Project oversight and performance management

- Review of data submitted to approved database.
- Review and submit accomplishment reports.
- Provide training, when necessary.

2. What equipment will be needed to perform the work? Include major items of equipment with a value of \$5,000 or more.

a. Will Equipment be loaned or provided by APHIS? ☐ Yes ☒ No
(If Yes, please list:

b. How will the equipment be used? N/A

IV) GEOGRAPHIC LOCATION OF PROJECT

A. Is the project statewide or in specific counties, townships, and/or national or state parks?

The majority of trapping will take place in the eastern half of Kansas but trapping will occur throughout the state where higher risk areas with ash occur especially at camping locations.

B. What type of terrain (e.g., cropland, rangeland, woodland) will be involved in the

project?

Many types of terrain will be involved from forests, to rural, to urban areas.

C. Are there any unusual features which may have an impact on the project or activity such as rivers, lakes, wild life sanctuaries, commercial beekeepers etc?

Urban and recreational areas might have disruption through human contact.

D. Identify the kind of data to be collected:

The kinds of data to be collected will include, but not limited to, observation number, observation date, data source, state/county, site code, pest code, pest status and survey method.

E. Establish criteria to evaluate the results and successes of the project:

1. Results:

- Pest detection survey activities for the project are completed.
- All data collected from the pest detection survey is entered into the IPHIS database.
- Maps of the pest detection survey activities are produced to aid in planning of future pest detection surveys, pathway risk analysis, and outreach activities.
- State CAPS and KDA meetings to keep updated on issues.

2. Successes:

- If pests are found, a quick response and regulatory action will occur.
- Identification of high risk areas for the pest.

F. Methodology used to determine if the results and benefits are achieved:

1. Identified needs are met:

- Survey completed in timeframe specified.

2. Results and benefits are achieved:

- Review of the IPHIS database to ensure that data from the pest detection activities have been entered.
- Review the accomplishment reports, supporting outreach materials (if applicable), and maps.
- State CAPS and KDA meetings to keep updated on issues.

V) DATA COLLECTION AND MAINTENANCE

All survey data from cooperative agreements involving pest surveys will be entered by the State Survey Coordinator or KDA staff into the IPHIS database using approved protocol.

VI) TAXONOMIC SUPPORT

A. Person or Institution that will screen targets (Name & Contact Information)

Identification of a potential specimen will be done by:

State of Kansas Entomologist
PO Box 19282, Forbes Field, Bldg. 282
Topeka, KS 66619
(782) 862-2180

OR

B. ☒ Request for taxonomic support.

Person or Institution that will identify targets:

Dr. James Zablotny
USDA, APHIS, PPQ
11200 Metro Airport Center Drive, Suite 140
Romulus, MI 48174
Phone: 734-942-9005
E-mail: james.e.zablotny@aphis.usda.gov

VII) SIGNATURES

ROAR

Date

ADODR

Date

Detailed Financial Plan - KDA

PROJECT: Emerald Ash Borer Survey

COOPERATOR NAME: Kansas Department of Agriculture

AGREEMENT NUMBER: 12-8420-1227-CA

TIME PERIOD: January 1, 2012 - December 31, 2012

Financial Plan must match the SF-424A, Section B, Budget Categories

ITEM	APHIS FUNDS	COOPERATOR FUNDS (Show even if zero)	TOTAL
PERSONNEL:			
State Specialist 199 hours @ \$25/hr	\$4,975	0	\$4,975
State Specialist 199 hours @ \$25/hr	0	\$4,975	\$4,975
Subtotal	\$4,975	\$4,975	\$9,950
FRINGE BENEFITS:			
22% of salary for permanent employees	\$1,095	\$1,095	\$2,190
Subtotal	\$1,095	\$1,095	\$2,190
TRAVEL:			
Vehicle rental 3 weeks @ \$300/week – SUV for KDA staff (shortage of vehicles)**	\$900	0	\$900
Subtotal	\$900	0	\$900
EQUIPMENT:			
Subtotal	0	0	0
SUPPLIES:			
mineral spirits, telescoping poles and ends	\$107	0	\$107
Fuel 3,200 miles/20 mpg x \$3.75/gallon	\$600	0	\$600
Subtotal	\$707	0	\$707
CONTRACTUAL:			
Subtotal	0	0	0
OTHER:			
Subtotal	0	0	0
TOTAL DIRECT COSTS	\$7,677	\$6,070	\$13,747
INDIRECT COSTS (21.80% on Total Direct Cost of salary and fringe benefits)*	\$1,323	\$1,323	\$2,646
TOTAL	\$9,000	\$7,393	\$16,393
Cost Share Information	55%	45%	

*Kansas' Negotiated Cost Rate (Salary + Fringe Benefits x %=Indirect Cost)

** There is a shortage of state vehicles. We give the option of renting a vehicle or using personally owned vehicles. If renting we pay for the fuel and if a personal vehicle is used we pay mileage.